



**North Central Regional Transit District
Board Meeting
Friday, December 6, 2013
9:00 a.m. - 1:00 p.m.**

CALL TO ORDER:

A regular meeting of the North Central Regional Transit District Board was called to order on the above date by Commissioner Dan Barrone, Chair, at 9:17 a.m. at the Jim West Transit Center, 1327 Riverside Drive, Española, New Mexico.

- 1. Pledge of Allegiance**
- 2. Moment of Silence**
- 3. Roll Call**

Ms. Lucero called the roll and it indicated the presence of a quorum as follows:

Members Present:	Elected Members	Alternate Designees
Los Alamos County		<i>Mr. Philo Shelton III</i>
Rio Arriba County	Absent	
Taos County	<i>Commissioner Daniel Barrone</i>	
Santa Fé County	Absent	
Nambé Pueblo	Absent	
Pojoaque Pueblo	Absent	
Ohkay Owingeh		<i>Ms. Christy Mermajo</i>
San Ildefonso Pueblo	<i>Ms. Lillian Garcia</i>	

Santa Clara Pueblo		<i>Ms. Mary Lou Valério</i>
Tesuque Pueblo		<i>Ms. Sandra Maes</i>
City of Santa Fé		<i>Mr. Jon Bulthuis</i>
City of Española	<i>Councilor D. Tim Salazar</i>	
Town of Edgewood	Absent	
Rio Metro (ex officio)	Absent	

Staff Members Present

Mr. Anthony J. Mortillaro, Executive Director
 Mr. Pat López, Financial Specialist
 Mr. Jim Nagle, Public Information Officer
 Ms. Dalene Lucero, Executive Assistant
 Mr. Mike Kelly, Transit Operations Manager
 Ms. Stacey McGuire, Projects and Grants Specialist
 Mr. Gus Martinez, Fleet/Facilities Maintenance Manager

Others Present

Mr. Mark Basham, Legal Counsel
 Mr. Carl Boaz, Stenographer
 Mr. Antonio Sierra, Rio Grande Sun
 Mr. Erick Aune, Santa Fé County
 Mr. Gary Forrest, Sipapu Ski and Summer Resort
 Mr. Andrew Martínez, Rio Arriba County
 Ms. Evelyn Naranjo, San Ildefonso Pueblo
 Ms. Lucy Collier, Chimayó
 Mr. Robin Young, La Cienega Community Association
 Ms. Andrea Cotter, Tres Piedras

4. INTRODUCTIONS

All present introduced themselves to the Board.

5. APPROVAL OF AGENDA

Mr. Shelton moved to approve the agenda as presented. Councilor Salazar seconded the motion and it passed by unanimous voice vote.

6. APPROVAL OF MINUTES – October 4, 2013 and November 8, 2013

October 4, 2013

Mr. Shelton moved to approve the October 4, 2013 minutes as presented. Ms. Maes seconded the motion and it passed by unanimous voice vote.

November 8, 2013

Councilor Salazar moved to approve the November 8, 2013 minutes as presented. Mr. Shelton seconded the motion and it passed by unanimous voice vote.

7. PUBLIC COMMENTS

There were no public comments.

PRESENTATION ITEMS:

A. A Presentation and Discussions of Service Plan Update Technical Memorandum 4 & 5

Mr. Mortillaro said Mr. Ken Hosen was here today to talk about his findings regarding the current service plans and to explain where there was a lack or a need to enhance; to adjust and to provide future modifications as well. He would go over them. He suggested taking comment when Mr. Hosen completed each section.

Mr. Hosen said this was his third presentation and today he would present: 1) quickly review efforts to date; 2) route by route recommendations; and 3) input from Board and Public

1) Efforts to Date

KFH did a complete demographic review (Technical Memo #1); Review of existing services (Technical Memo #2); Significant outreach process (Technical Memo #3); Compilation of unmet needs (Technical Memo #4); and now the Development of Service and Operational Alternatives (Technical Memo #5).

KFH held 16 meetings throughout the region; met with staff, met with drivers, drove over all the region and rode all RTD routes. The RTD is the glue holding the region's transit system together. They need more bus stops with some where the bus goes by a significant place to stop. For some reason New Mexico has a law against flag stops. Many of the services just need a little tweaking.

Under Alternatives and Service Options, KFH reported that all routes, both fixed and flex routes, required ADA service for people with disabilities. And in their analysis, they realized it was not just a matter of where

but when the bus went. Was the bus there at a time when people needed it?

NCRTD needed to avoid duplication - especially with Park and Ride.

NCRTD needed to have connectivity to the five other systems in the service area. Service levels were determined based on need. The goal was to provide more trips for people and connect the region.

They presented the details for proposed changes in existing routes in Technical Memo #5.

Mr. Hosen made comments on each of the RTD routes. He made the following comments:

Pojoaque to Nambé was a poor performer. The hours didn't allow for commuting. Shopping and medical options were limited. He recommended revising the hours to meet commuter needs; or expand hours to meet a wide variety of needs; or implement a dial-a-ride service. Dial a ride would delineate an area and arrive within an hour of the call. It would enhance ridership and could have subscribers so they wouldn't have to call every day. Riders would have more options and could ride for less time. Their proposed service on this route would cost \$76,000 but dial a ride would not increase costs.

The San Ildefonso route was also a low ridership route not meeting commuter, shopper or medical needs. A lot of people had a long walk to get to the bus. KFH proposed a) to extend service into the pueblo; b) perhaps add a mid-day trip for shopping and medical needs; c) add bus stops on highway 502.

Alternative a) would have no cost impact. B) would add \$28,500 annually. C) KFH heard from lots of people along 502 who wanted to ride the bus. He showed a map of possible bus stops there.

Ms. Linda Naranjo asked for another stop. It was on highway 30 across the river closer to Los Alamos.

Mr. Mortillaro asked her if the alternatives recommended were more preferable.

Ms. Naranjo wasn't sure but yielded to Board member, Lillian Garcia, who said the Black Mesa area was another one where people wanted to come into the village. People wanted to catch a ride or just in that area.

Mr. Hosen said the Riverside route in Española was a good performer but needed schedule refinement. The alternatives he proposed were: a) revise the southern portion to reduce service to the Dreamcatcher which had very limited ridership. That part should only run in peak hours and mid-day; b) customer flexibility was needed with timed meets, faster running time, and more stops (to reduce the wait times for the buses). This modification would have no added costs.

Mr. Hosen shared comments he had received earlier.

Westside Route was a poor performer with a poor route design. He recommended either a) reconfigure the route to provide direct service and time it to meet at the Park and Ride, or b) reconfigure to include two half-hour routes to interline with one route on the Westside and the other serving the east side. He showed an option for an east side route.

Ms. Linda Naranjo had a concern. There were some commuters from Santa Fé and that could make it a hardship for them. The alternative would help somewhat with the route section on El Llano.

Ms. Lucy Collier from Chimayó agreed that there were plenty of people on that back road.

Mr. Hosen said they didn't have a consensus yet on the east side. McCurdy was narrow road and Llano was definitely an option on that route.

Mr. Hosen pointed out that much of the UNM Taos Klauer Campus Route duplicate the Chile Line service. It didn't have to operate every day of the week when the school was closed or no students were around. So he proposed they reduce it to 210 days when campus was fully in use which would save about \$26,000; or turn the service over to the Chile Line to save \$138,000. The RTD should operate the longer route to Santa Fé and let the Chile Line do the local route.

Chair Barrone commented that negotiations had started on this alternative.

Ms. McGuire agreed but clarified that they hadn't made a decision on it yet.

Ms. Andrea Cotter from Tres Piedras said there was a large group from there at a meeting who would really like service to their community. A total of 75 people signed a petition for a route from Tres Piedras to Taos or Española.

Mr. Hosen asked her what kind of service they were requesting.

Ms. Cotter said some wanted commuter service but most people wanted an opportunity to ride to Taos for shopping and medical care.

Chair Barrone suggested they could possibly stop at Colorado Road and at Rim Road.

Ms. Cotter thought that would be incredible. They did talk about having a stop at the highway junction.

Mr. Hosen proposed, unless a whole group would sign up for commuter, that they have an initial trial of one day a week for shoppers. If 7-8 signed up for commuter service the RTD could do it more. They could also consider van pools like Edgewood and Golden.

Mr. Hosen said the 599 Route was recently revised. He had no changes to recommend except service to Golden one day a week.

Mr. Hosen said the Questa to Taos Route was a good performing regional commuter route but not for shopping and medical appointments in Taos. The Walmart stop needed to be included in each run for business needs. The riders could have 2-3 hours in Taos. There would be no increased costs.

The Peñasco to Taos route was primarily a commuter route and it was difficult for other purposes. An alternative would be a mid-day round trip to allow passengers to spend less than a full day and add more stops around Taos.

Ms. Maes asked if that would duplicate Chile Line service.

Mr. Hosen said that depended on the driver. There was some duplication there. And the Chile Line complained a little about that. But it needs to have a few extra stops. The buses meet at the Taos County building.

Mr. Hosen didn't want the RTD service to compete with the Chile Line. The bus would probably stop at Holy Cross and at Walmart.

Ms. Mermejo asked if the route could stop at Picuris Pueblo just 1/4 mile off the present route. There was a need there.

Mr. Hosen said that was a great idea.

Mr. Hosen said the Taos to Española Route had lots of opportunities: revise timing, add bus stops and add midday service. When it gets to Española it could interline all the way to Santa Fé for the Rail runner connection. To add hours daily would cost \$95,000. Velarde to the Ohkay Casino could have many new bus stops. He recommended stops wherever a traffic light existed.

Mr. Hosen said, "Closed door service eliminates competition with the Chile Line."

There were three different routes for Española to Santa Fé and they were heavily used. His recommendation was to rationalize the schedules. His alternatives included: Combine the Santa Clara and Tesuque trips to Santa Fé as part of this route to allow more service to those communities. Connecting with the Park and Ride to Santa Fé would keep Santa Clara service in the local community. There would be no added cost to that option.

Ms. Valério asked if that would affect the ridership for morning and evening to Santa Fé.

Mr. Hosen suggested that it might but advertising could increase the ridership. The other option would be to connect to Park and Ride seamlessly to head down.

The Española to Los Alamos to Pojoaque Route was designed for midday service to Los Alamos and it performed poorly now due to confused routing. Revising and simplifying for mid-day travel would improve service and ridership. DOT Park and Ride would benefit also. And that would have no increased costs.

This was also where they could serve stops along 502 for San Ildefonso and Santa Clara Pueblos.

Ms. Garcia said if it included San Ildefonso stops, more people would ride this one also. Just to the Visitor Center and then a stop at Battleship View would help.

Mr. Hosen said KFH heard that the former driver did drop off people in the pueblo where requested and

the new one only followed the schedule. He asked if the people went to the Los Alamos Medical Center. He thought if RTD could connect with Atomic City local transit it would improve the route.

Mr. Shelton agreed. Atomic City went to the Medical Center.

Española - Chimayó Route needed a destination in Española. Alternatives were to connect to the Park and Ride and combine the midday run with the Las Trampas route with no added costs.

Ms. Collier said people would be very happy to make a connection with Park and Ride. She hoped it would allow her to go into Santa Fé when the Park and Ride went to Santa Fé. Coming back was a problem.

Mr. Hosen said he wanted Park and Ride used for all times.

Ms. Collier complimented the Board on this system. It was amazing and more people needed to know about it.

Mr. Hosen agreed they would have to do marketing as well.

Ms. Collier said the schedules were complicated and hard to figure out.

Mr. Hosen was glad she mentioned that because the RTD needed to uncomplicate the schedules.

Ms. Maes asked if combining to Las Trampas meant Truchas and Cordova would be included.

Mr. Kelly agreed.

Mr. Hosen said the Española - El Rito Route was a long ineffective loop with significant dead space and not enough bus stops. The schedule inhibited ridership. The route should be out and back so people in Ojo Caliente would have only 30 minutes up and back. It also needed more stops on 295 south of Ojo Caliente. It could have reduced hours yet be more usable for commuters. That could save \$19,000 to \$47,000 by rearranging the way it runs.

Las Trampas Route had ineffective timing for commuters and the trip to Española would require 6 hours. He recommended they revise the schedule.

Chama to Española was currently a 3 times a week route but the timing allowed little time to shop in Española. Either they could stay only one hour or would have to stay five hours. Alternatives included a revised schedule; expanding service to five times per week and addressing commuters' needs along 84.

There were lots of communities up along that road. So the RTD could do commuter run along 84 to Española if it was 5 days per week.

Mr. Collier asked if they could have a route from Española to Abiquiu. If they had it, people could come down to the intersection going to El Rito.

Mr. Hosen said the cost to increase it to five days a week would be \$63,000.

Ms. Valério recalled they had talks with Ghost Ranch for service up to Ghost Ranch.

Mr. Hosen thought that was a possibility and they could even promote tourism there.

Ms. McGuire noted one concern was the condition of the road into Ghost Ranch and Ghost Ranch was considering providing a shuttle on that road to the highway.

Mr. Hosen said the Questa to Red River Route provided two way service all year in a seasonal environment. The alternative would be to reduce service levels in off peak seasons and add stops in Red River. That could save \$28,000.

Chair Barrone noted that Mayor Calhoun of Red River couldn't attend today and had concerns about possible reductions and had asked that RTD staff communicate with him regarding any possible service changes. Staff agreed to keep in touch with him.

Mr. Hosen suggested they could just have one run in the morning and one in the afternoon.

Chair Barrone added that they had one bus up there and maybe they could take over that route. He offered to help with that.

El Dorado Route had 6 round trips for commuters but none at midday. An alternative would reduce service hours and include a midday round trip. That would provide better productivity with a lower service level and save about \$38,000 in costs.

Edgewood Route was a very busy commuter route with good ridership. They would like the mid-day security blanket. That would allow for shopping, medical and government needs rather than just for commuters. Ridership was growing and a bigger bus would soon be needed. This route was only cost effective with a driver based in Edgewood. The driver would have to have a backup.

The Tesuque Route duplicates other RTD runs and Park and Ride service. The local circulator also has low ridership. The alternative would be to combine the Santa Fé run with other corridor runs to form a local bus from Española to Santa Fé and allow for more local and feeder service by having a vehicle located in Tesuque. There would be no added costs with this change.

Ms. Maes said some of their staff who lived in Albuquerque wanted to be able to catch the Rail runner and connect with the Tesuque route. That would enhance ridership.

Ms. Collier asked if it would be possible to add a stop in Santa Fé so people could catch the Rail Runner.

Mr. Hosen said they could catch it now at South Capitol.

Ms. Maes asked if the bus stopped in Pojoaque. That would help also.

Mr. Mortillaro asked if she was talking about the Peh Center. Ms. Maes agreed.

The Santa Clara Route was similar to the Tesuque Route. It was part commuter and part local circulator. It duplicated the run to Santa Fé and could be realigned to provide more options to Santa Clara.

If they revived the Española loop so Santa Clara could access the whole system it would be improved. They should have timed meets for the Española route. It would go out and come back the same way.

Mr. Hosen summarized the recommendations. There were potential costs in implementing these changes. But he showed the table of savings and added costs in which potential net savings could amount to \$64,900.

He recommended that the Para-transit Service (ADA) in the Española area should continue. He also explained that the fares being charged equalized the issue with the federal government.

There were several questions about the flex route service including how eligibility was verified. Mr. Hosen said verification of eligibility was done through the dispatcher. Mr. Kelly added that there was an application process and some didn't get approved.

Ms. Naranjo asked about veterans' access to the VA and Mr. Hosen replied that all vehicles were ADA approved vehicles.

Mr. Shelton asked if the policy for those living within a quarter mile of fixed routes took dirt roads into consideration.

Mr. Hosen agreed. But if it was not safe or there was no place to turn around, then alternatives had to be made to allow safe operation of the bus. ADA did allow for that.

Ms. Maes asked if the RTD eligibility application process was the one the state followed or if the RTD had its own internal process.

Mr. Kelly said the process was approved through ADA and FHWA for transit applications.

Mr. Hosen said it was a good process.

Mr. Bulthuis said regarding veterans' access that the VA was going to build a new VA center in the Santa Fé area so it would be closer than Albuquerque and at South Capitol, the Santa Fé Trails equipment was fully accessible.

Mr. Bulthuis asked if riders would be provided on-demand service by calling the same day or had to call 24 hours ahead of time.

Mr. Kelly said they had to call 1-4 days ahead of the day of service.

Mr. Hosen said ADA transit was the only service on which you would want fewer riders. You want to get them on fixed routes where the service would be free. But for rural routes, flex route service might be the only option.

Mr. Hosen summarized the new services proposed which include the Eastside Española route on El Llano Road and the McCurdy Road loop and another from Park and Ride through Santa Cruz which now was projected to use McCurdy Road instead of El Llano Road.

Mr. Mortillaro asked Councilor Salazar if there were any future plans to widen McCurdy Road.

Councilor Salazar agreed that they were planning on it in the future. He offered to report back on further details.

Mr. Mortillaro suggested maybe together they could get federal support for it.

Councilor Salazar welcomed that.

Mr. Hosen said the La Cienega Route was a popular possibility. He thought it would be a viable route and could go to the big Walmart Center and up to Las Golangrinas. It could also stop at 599 to meet the Rail Runner southbound. It would serve both commuters and midday with four one way trips per hour at a cost of \$114,000 annually.

Mr. Robin Young, La Cienega resident and webmaster for the Community Association strongly endorsed this route. With 33% growth and a population of 4,000, he commuted daily to Albuquerque and would appreciate being able to use it. His suggestion was to find a way to extend the route into Cieneguilla and hook up with public roads 507 and 52 or 508 and 514.

Mr. Hosen said for the Golden Route they had a few requests but the RTD could not sustain daily service to Golden at this time. He proposed a one day per week tagged from the Madrid route. The cost of the extension would be about \$4,000 annually. That could be a test to see if service was needed to Golden.

Ski Service: Mr. Hosen said Sipapu and Ski Santa Fé were most viable new routes. As an alternative, the RTD could consider providing weekend service through the ski season at a cost of \$38,000 or 7 day per week service at a cost of \$114,000. It could probably be put on a fare or ask the ski resorts to contribute to costs. He thought it would generate ridership as well. He saw a lot of this in systems in Colorado and was very successful.

Chair Barrone would like to see Angel Fire on there also at a payment from them for service.

Ms. Mermejo asked if Mr. Hosen was saying it was the same cost for Sipapu as for Ski Santa Fé.

Mr. Hosen explained that a Sipapu route would have more miles to travel.

Ms. Mermejo mentioned that there was a route close by.

Ms. McGuire explained that it was based on extending the Peñasco route and brand new service in Santa Fé. Purchasing a new vehicle would increase cost.

Mr. Hosen said they could revisit it. It might cause operational issues with the extension of the Peñasco route and that would serve mostly just Taos people.

Ms. Mermejo said lots of Peñasco people needed to ride to Sipapu.

Mr. Hosen said from Española or Santa Fé would require a different route.

Ms. Maes asked if the cost estimates included personnel.

Mr. Hosen agreed. He calculated it on hours of service at \$76/hour.

Ms. McGuire said the calculation did not include the cost of acquiring larger vehicle which would be separate from this cost estimate.

Ms. Maes asked how many runs per day the estimate had.

Mr. Hosen said it was estimated to be 12 hours per day and not for year round. It would be Premium Express Service on the weekends. They were proposing a full service in both directions and swapping out routes with the Chile Line. He also suggested consideration of a Bandelier weekend connection to bus in Los Alamos in season. The RTD might be able to get sponsors by hotels, casinos, retailers, etc. Shopper shuttles with sponsors could also be realized. And they could be run in the middle of the day to fill in service and driver hours. Lubbock has had a great success with it and routes could be named for the sponsor.

Weekend Service.

Mr. Hosen said they had lots of requests for weekend service for Española - about two buses. The cost would be about \$87,000 for Saturday and \$71,000 for Sunday.

Potential costs for all new services would be at the low end \$374,000 and \$652,000 at the high end. That estimate didn't include capital but would not be needed on weekend routes.

Facility Issues.

Mr. Hosen said the major facility issue was at the Española Park and Ride facility. It was crowded with more than two buses on site at the same time. An alternatives would be a potential park and ride facility at the Jim West location in the vacant lot. This area was a major destination but park and ride people were not likely to do that. So one lot could be for park and ride and the other for local service. There were days when that lot was completely full.

Sponsorship Programs –

Mr. Hosen noted there was a long history of advertising on buses. He recommended the RTD should not just sell advertising but should sell sponsorship packages and have various packages for different sized businesses. He believed it could generate significant income.

Regional Planning Process –

The goal was to have one Network of Services. The 6 transit systems would meet quarterly to work through the issues and could coordinate future changes in schedules, etc.

New Route Maps and Schedules –

Mr. Hosen recommended having a three-fold route map and schedule for each route. In it, the terminology was important. Instead of inbound and outbound it should be northbound, southbound, etc.

He recommended using route numbers with 1-0 for Santa Fé, 10-19 for Española, 20-29 for Pueblo based routes, 30-39 for Taos Routes and 40-49 for corridor routes.

For the Next Steps, Mr. Hosen proposed the Board reach consensus on future direction of service. Then a draft report would be developed detailing all the needed changes.

Mr. Mortillaro said the Board would consider that at the January meeting with staff recommendations based on comments made today. The Board has to approve everything. They would have to put the GEO detail for every step no later than February. That would go into the computerized data. The staff would do their best to read the crystal ball and hope the recommendations would be acceptable to the Board.

Councilor Salazar said on Monday, the Española City Council meets and would consider these options and he would report that to the RTD. He thought maybe he could get more information for Española and maybe encourage them to consider support for these recommendations.

Ms. Naranjo said San Ildefonso wanted to talk about the bus shelter at the visitor's center. For people who had to wait there as well as at the battleship area. She said sometimes the village center was closed but people still needed to travel. She asked about how to get sponsorships without running into each other.

She thanked the Board for this discussion on the service plan. She related her need with a child in the hospital and would like dial a ride service. She recommended using a sign in sheet to help know how many rode the bus. She also asked if they were insured if they had losses.

Ms. Mermejo asked when budget for this would be considered.

Mr. Mortillaro explained the process. The reserves could fund about \$100,000 in new services.

Chair Barrone asked if the RTD would reach out to Red River.

Mr. Mortillaro agreed. Staff would address Mayor Calhoun's concerns.

Ms. McGuire noted the support letter on page 140 and the three email handouts she received.

Mr. Aune said regarding the weekend service mentioned on page 42 that he had been part of the process from the beginning. He suggested perhaps a new opportunity beginning on Tech Memo #4. He thought they should look at it as a regional perspective.

Chair Barrone thanked Mr. Hosen for this presentation.

Ms. Valério moved to take a brief recess. Councilor Salazar seconded the motion and it passed by unanimous voice vote.

The Board meeting recessed at 11:50 a.m. and reconvened at 12:09 p.m.

Councilor Salazar moved to reconvene. Mr. Shelton seconded the motion and it passed by unanimous voice vote.

All Board members present before the break were present upon reconvening.

Ms. Naranjo commented regarding the dial a ride that the driver was a pueblo native and it would help to use locals as drivers. He was very instrumental to keep the RTD in the riders' minds. They respected that driver and they requested him back again. She asked what process they would need to bring individuals like him back again.

Mr. Mortillaro explained that was possible prior to the union agreement but now all routes were bid every six months on seniority so employees could bid on the routes they wanted to drive. It changes every six months if they didn't have as much seniority they might not get the route they wanted. It was a union rule. In this case, we were told that the driver on that route chose not to bid on it because there was more overtime on another route.

Ms. Naranjo thanked the Board for the opportunity to address them.

ACTION ITEMS FOR APPROVAL/DISCUSSION

B. Discussion and Consideration of Sipapu Service Expansion Request

Mr. Mortillaro noted that at the last meeting after discussion about Sipapu's expansion request and based on input on the board, staff were asked to bring back a final recommendation.

Ms. McGuire referred to page 145 for cost and page 148 for version 2 being recommended. That would implement weekday service on a trial basis and if feasible, a potential for weekend service where Sipapu

would provide a substantial contribution for it. She proposed an assessment after six months and requested direction from the Board to see if weekend service could be provided.

Mr. Forrest (Sipapu) thanked the Board Chair, Mr. Mortillaro and Ms. McGuire for allowing him to come here again. He said Sipapu would very much like to see this implemented. The Texas Capital Partners, who owned the resort would provide financial backing for weekend service. And the Marketing Manager, Stacy Garcia would provide marketing for the service. He urged support for it.

Mr. Mortillaro said page 148 showed the schedule and stop times (8:40 a.m. and 3:46 p.m.) for version 2. The cost for version 2 for six months would be \$4,300.

Mr. Bulthuis moved to approve the Sipapu Service Expansion Request, Version 2. Ms. Mermejo seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Taos County, Ohkay Owingeh, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Española and City of Santa Fé voting in favor and none voting against.

Mr. Shelton asked Mr. Forrest how much of their marketing costs would include blue buses coming to Sipapu.

Mr. Forrest said that was very difficult to explain because it would be blended. Their goal was to be the lowest cost for skiing in New Mexico. They would use their website and printed material to get the word out. They also wanted to make this work for employees as well. Their average price was about \$30 less than Taos. When they opened on November 6th, they had the 4th busiest day ever in their history. So things were working that way and they wanted to maintain a good relationship with Blue Buses.

Ms. Maes asked when their employees started to work.

Mr. Forrest said most came in at 8:00 but a lot of their clientele came later at 11:00 so schedules could be changed for a later start date for them. And they could filter it so that the lifts would open when crowds arrived. It was the same with food service and instruction classes that started at 10:00 a.m. And then they would get the hotel shuttles to help in Taos.

C. Discussion and Consideration of Resolution 2013-30 Adopting the 2014 NCRTD Legislative Agenda

Mr. Mortillaro noted this would be the second year the RTD had adopted a legislative agenda. This was a 30-day session that focuses mainly on budget. He always liked to put in requests for capital outlay. A couple of meetings ago the Board approved the ICIP list. He had completed the form that goes to legislators and now staff was working to find sponsors. Page 154 had the list of priorities such as the paving project. They requested \$150,000 last year for fleet replacement and emergency generator.

He said the District took a passive role - not active in promoting legislation but making sure no actions were taken to endanger the GRT or burden the District with unfunded mandates. They also listed the federal priorities like MAP 21 that had a two-year authorization and now was expiring. They were working with the

federal and local associations and New Mexico's federal delegation on those.

Chair Barrone pointed out that in New Mexico, people were only allowed to take the CDL test three times and then had to wait a year. But surrounding states allowed unlimited testing - every day if they wanted. He was trying to get a legislator to carry the bill to provide a bigger pool of applicants. Representative Gonzales might do that.

Mr. Bulthuis said he could certainly bring that issue to the state organization and support it if that was the will of the Board.

Mr. Mortillaro proposed adding as the last bullet to support: "Any legislation that would enhance the NCRTD in its ability to serve constituents."

Mr. Shelton moved to approve the list as amended. Mr. Bulthuis seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Taos County, Ohkay Owingeh, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Española and City of Santa Fé voting in favor and none voting against.

D. Discussion and Consideration of Resolution 2013-31 Authorizing the disposal of Assets/Fleet

Mr. Mortillaro explained that the committee was unable to meet ahead of time so he asked that this be put on the January agenda. It would be great to have another alternate on that committee so they would have a pool of four.

Chair Barrone said he talked with Councilor Salazar and appointed him to serve as the fourth member.

E. Discussion and Consideration Authorizing the Purchase of Fleet

Mr. Gus Martínez reviewed what the RTD was purchasing for the fleet. He said on Feb 1, the RTD approved 2012-001 allowing for purchase of buses in FY 13 of 14, 18, 28 and 40 passenger buses. On June 27, 2013, the FY 2014 5311 Capital Funding request for \$120,000 (80/20) was approved by NMDOT. That provided for only one 40 passenger bus at \$75,245 and leaving \$44,755 for allocation toward a second bus. The staff recommended to purchase two 14 passenger buses for a total of \$150,490 in order to use the remainder of the 5311 grant with an additional amount of \$3,040 from the District sources.

Mr. Pat López said the funding of \$120,000 had required matching funds including state appropriations that totaled \$3,492. Insurance proceeds received were \$7,500 and fares of \$10,000 not in the budget, interest proceeds of \$3,000 and vacancy savings of \$6,498 would result in a total of \$150,490.

Mr. Mortillaro explained that when an employee left and while the position was vacant they were not spending that salary and benefit money.

Ms. Maes asked what the state appropriation was for.

Mr. López said it was for vehicle replacement.

Mr. Martinez said they spent all but \$3,492 in previous replacements.

Mr. Mortillaro added that it was either for purchase or for match so it had flexibility.

Mr. Martinez read the resolution to purchase as stated on page 161 of the packet and to authorize Mr. Mortillaro to purchase them and to approve reallocation of budget amounts.

Mr. Mortillaro clarified that two separate motions were needed.

Mr. Bulthuis noted that the bid solicitation went out a year ago. He asked if anyone had checked to make sure they could honor the bid.

Mr. Martinez agreed.

Ms. Maes moved to authorize Mr. Mortillaro to purchase the buses. Ms. Valério seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Taos County, Ohkay Owingeh, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Española and City of Santa Fé voting in favor and none voting against.

Mr. Bulthuis moved to approve the reallocations in the budget to accommodate the bus purchases. Ms. Valério seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Taos County, Ohkay Owingeh, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Española and City of Santa Fé voting in favor and none voting against.

F. Discussion and Consideration of Resolution 2013-33 Authorizing Federal Lands Access Program (FLAP) Application Submittal Relating to New Regional Service to Santa Fé National Forest and Ski Santa Fé

Ms. McGuire presented the Resolution which was for access, vehicle purchase and costs for transporting passengers to and from Ski Santa Fé. The program was funded on a state level. Page 164 gave the overview, amounts available and match required. Their intent was for a robust 5-7 year funding. This Resolution was to authorize pursuing that fund.

Chair Barrone asked if a match was required.

Ms. McGuire agreed. It was a 15% cash match.

Chair Barrone asked if there was money in the budget.

Mr. Mortillaro said the fund was not available until FY 17 so the District would submit a request and there

were other local processes to follow. This would give the Board an opportunity to decide if they wanted to pursue that. So authorizing didn't mean the Board had to take the fund money if it was awarded to the District.

Ms. Mermejo asked if that would take the place of what was earlier presented.

Mr. Mortillaro agreed.

Ms. Mermejo asked if the capital purchase was part of it.

Ms. McGuire said she spoke with the federal representative in charge of the program who said vehicle purchase was not mentioned in FLAP so she was not dealing with clarification from the state panel. She was also working on lease option so they could try it on a trial basis.

Mr. Mortillaro explained that there was a change in nomenclature on it because it was primarily access to forest lands. Ski Santa Fé was a use on federal forest lands.

Ms. Maes asked if it would include the bus stops in it for costs.

Ms. McGuire agreed.

Mr. Bulthuis commended the staff for turning this around quickly. It has great possibilities for the District in multiple locations.

Mr. Bulthuis moved to approve Resolution 2013-33 Authorizing Federal Lands Access Program (FLAP) Application Submittal Relating to New Regional Service to Santa Fé National Forest and Ski Santa Fé. Ms. Mermejo seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Taos County, Ohkay Owingeh, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Española and City of Santa Fé voting in favor and none voting against.

G. Discussion and Review of Ski Santa Fé Service Update

Ms. McGuire reported that she had begun conversations with stakeholders and set up a meeting with everyone in January to meet with all the stakeholders. She conversed with Mr. Bulthuis and went over the draft service schedule as well as fare structure. She was introduced to Mr. David Griscom at Santa Fé County to see how it would fit in with their planning. She would also be meeting with Ski Santa Fé, Ski New Mexico, Ten Thousand Waves and BLM. She also confirmed meeting with CVB next Monday and was in contact with National Bus Sales for possible purchase or lease.

The handout she gave to Board members was an addendum to page 169. She wanted to know of any Board objections. She acknowledged they had passed the deadline for FY 14 but FY 15 would be on the table.

Ms. Maes cautioned that there were adjoining Nambé and Tesuque ceremonial lands and asked that

these pueblos be included in stakeholder discussions.

Mr. Mortillaro asked if there was any objection to submitting that request to NMDOT for funding. He said the Board would still have a chance to disapprove it later. He clarified that this was just for direction; not action. Directing staff to do this didn't commit the District to provide service there.

Mr. Shelton had a concern that the Board should consider this before reviewing the service plan.

Mr. Mortillaro said the Board still had the option of approving this for Santa Fé or another area. The final funding decision was NMDOT's and in the past it had been somewhat flexible. So it didn't commit the Board to it now. Next month when they came back to the Board for approval on the service plan, they would want to secure as much federal funding as possible.

Mr. Shelton clarified that his concern was that this was advancing a proposal for this plan before the Board had approved the rest of the service plan.

Mr. Mortillaro understood but said NMDOT urged the District to submit the application now.

Mr. Shelton asked if he had met with DOT on the others.

Mr. Mortillaro said he had not. But Greg White had received every memo during the draft phase of the service plan update and was given an opportunity to make comments on any part of it. So he was aware of what the future service requests were likely to be. They would prioritize all the requests they got.

Chair Barrone asked if it was flexible enough.

Ms. McGuire agreed. She said she would craft the wording to allow for shifting to another location.

Mr. Shelton said he was concerned that this would not preclude any other new service.

Mr. Mortillaro agreed that prioritization was still needed.

DISCUSSION ITEMS:

H. Financial Report for November 2013

Mr. López reported and said that because they were on a modified accrual basis, expenses were accounted when spent and revenue as it becomes available. So the GRT lagged about a month and a half behind.

He explained that expenditures were a little understated because it was missing the November 30 payroll. He made several comments about the financial report including that they were a little ahead with GRT and it matched up favorably with last year's actuals. Taos County and Santa Fé County were above budget and Rio Arriba was about 93% of budget.

Regarding the audit, he reported that the RTD audit was finalized and submitted to the State Auditors. It was positive audit - much better than the previous year. He couldn't detail it until it was released and next month the Board would have a report on it.

I. Finance Subcommittee Report

Mr. Vigil was not present to give the report.

Mr. Mortillaro said they had only matters to discuss and nothing to recommend to the Board for approval.

J. Tribal Subcommittee Report

Ms. Valério said she had nothing to report.

Ms. Mermejo asked that the Tribal Subcommittee start meeting because MAP 21 would affect them.

Ms. Valério agreed and said there was a meeting set for January.

K. Executive Report for November 2013 and Comments from the Executive Director:

1. Executive Report

2. Performance Measures for October 2013

Mr. Mortillaro asked Mr. Nagle to report first.

Mr. Nagle handed out copies of the Annual Report for 2015.

He said people could now sign up for email rider alerts directly to computer or cell phones. He handed out cards for rider alerts that the drivers would give out to all riders as they boarded.

Mr. Mortillaro said it was a step toward smart phone alerts. The District was able to sign up this interim until the new system was up and running (in about 9 months) to communicate with constituents so they were not waiting at a bus stop without relevant information.

Ms. Mermejo asked what the system was.

Mr. Nagle said it was Constant contact.com. They created a template so it was used from any and all alerts. It was a good program.

Mr. Mortillaro wished everyone a safe and happy holiday.

3. Ridership Report for October 2013

Mr. Kelly presented the Ridership Report and reviewed the highlights with the Board.

He referred the Board members to the packet starting on page 198.

Among the details, he said they had three minor accidents in October and one major one. It was not the District driver's fault. A bus got T-boned and both vehicles had to be towed away. He explained the training that was provided to their drivers to keep them safe and to avoid accidents. The training included testing of drivers.

Mr. Kelly also reported that they had a new employee driving the Las Trampas route who observed a vehicle almost hit the bus and then actually hit a bicycle. She gave testimony on what she could see of the driver and they caught the driver of that vehicle based on her report.

MATTERS FROM THE BOARD

There were no matters from the Board.

MISCELLANEOUS

Ms. McGuire thanked the Board members on behalf of employee recognition for their support of the frito pie fundraiser.

Ms. Maes thanked staff for accommodating the tribes on their ceremonial days.

Chair Barrone wished staff and Board a Happy New Year. The next meeting would be held on January 10, 2014.

ADJOURN

Councilor Salazar moved to adjourn the meeting. Mr. Shelton seconded the motion and it passed by unanimous voice vote.

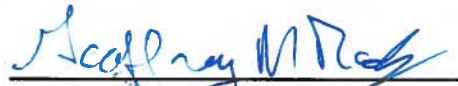
The meeting was adjourned at 1:20 p.m.

NEXT BOARD MEETING: January 10, 2014

Approved by:


Daniel R. Barrone, Chair

Attest:


Geoffrey Rodgers, Secretary

Submitted by:


Carl Boaz, Stenographer